

**LAYTONVILLE UNIFIED SCHOOL DISTRICT
MINUTES OF THE REGULAR MEETING OF DECEMBER 12, 2013**

A. CALL TO ORDER/ROLL CALL:

The Governing Board of the Laytonville Unified School District held a regular meeting in the Board Room on December 12, 2013. In Board President Calvin Harwood's absence, Shannon Ford called the meeting to order at 6:07 pm.

ROLL CALL:

Trustees Present: Shannon Ford, Cecelia Gillespie, and Meagen Hedley. Tina Tineo arrived late at 6:10 pm.

Administrators Present: Joan Potter, Lorre Stange and Tim Henry.

Student Representative: None.

B. PUBLIC INPUT re CLOSED SESSION ITEMS: No public input regarding closed session items.

C. CLOSED SESSION AGENDA:

CS-1	PUBLIC EMPLOYEE APPOINTMENT LHS Varsity Boys Basketball Coach	CS-1
CS-2:	PUBLIC EMPLOYEE APPOINTMENT Title: LHS JV Boys Basketball Coach	CS-2
CS-3:	PUBLIC EMPLOYEE APPOINTMENT Title: LHS Varsity and JV Girls Basketball Coach	CS-3
CS-4:	PUBLIC EMPLOYEE APPOINTMENT Title: LMS Boys Basketball Coach	CS-4
CS-5:	PUBLIC EMPLOYEE APPOINTMENT Title: LMS Girls Basketball Coach	CS-5
CS-6:	PUBLIC EMPLOYEE DISCIPLINE/DISMISSAL/RELEASE (No Additional Information Required)	CS-6
CS-7:	PUBLIC EMPLOYEE DISCIPLINE/DISMISSAL/RELEASE (No Additional Information Required)	CS-7
CS-8:	EMPLOYEE RECOGNITION AWARD (No Additional Information Required)	CS-8

D. ANNOUNCEMENTS FROM CLOSED SESSION: Shannon Ford announced that the Board approved the following items: CS-1 for Public Employee Appointment of the LHS Varsity Boys Basketball Coach, Corey James; CS-2 for Public Employee Appointment of the LHS JV Boys Basketball Coach, Josh Firks; CS-3 for Public Employee Appointment of the LHS Varsity and JV Girls Basketball Coach, Jezara James; CS-4 for Public Employee Appointment of the LMS Boys Basketball Coach, Joel Firks; and CS-5 for the Public Employee Appointment of the LMS Girls Basketball Coach, Dale Teem. Additionally, Shannon Ford announced no action was

taken on item CS-6, and that the Board denied a request for leave in item CS-7. Lastly, Shannon Ford shared that the Board chose an employee to be recognized for the Employee Recognition Award at the January Board Meeting.

E. PATRIOTIC OBSERVANCE: Shannon Ford led the Pledge of Allegiance to the flag.

F. ACCEPTANCE OF AGENDA:

- **Motion** to move Information Item M1 to immediately Follow Action Item K2 and approve the amended Agenda by Tina Tineo, seconded by Meagen Hedley, unanimously approved.

G. CORRESPONDENCE: Mrs. Potter shared a letter from Paul Tichinin regarding the annual Williams Site Visit.

H. PUBLIC INPUT:

I. REPORTS AND COMMENTS:

Superintendent's Report:

Mrs. Potter shared that currently there is a lot going on with the District facilities. The water system at Spy Rock is still being fixed after damages from the recent freeze, several roofs at the elementary and middle school sites are being repaired, and several heaters throughout the District are in the process of being repaired, as well. The locks at the elementary site are being replaced with intruder locks, which should occur over Winter Break. Additionally, PGE and the California Energy Commission is offering a Bright Schools grant which focuses on doing needs assessments for schools and provides specific solutions on how to become more energy efficient. The application has already been submitted and they have begun working on processing it. Mrs. Potter also shared that with the loss of the BRONCO funding the District needs to find a way to provide and fund mental health services. Lastly, Mrs. Potter announced that there will be a Special Board meeting next Thursday from 9am-12pm to discuss the facilities and participate in a facilities tour.

The following reports were given:

Elementary Principal	High School Principal	Healthy Start
LES/LMS Site Council	LHS Site Council	DAC
Student Representative	LVTA	CSEA

J. ACTION: CONSENT AGENDA

- **Motion** to accept the Consent Agenda by Cecelia Gillespie, seconded by Tina Tineo, unanimously approved.

K. ACTION:

K.1. Administration of Oaths of Office

- Incumbents Calvin Harwood and Cecelia Gillespie have signed on for another term.
- Superintendent Joan Potter administered the oath of office for Cecelia Gillespie and welcomed the return of Calvin Harwood and Cecelia Gillespie.
- Calvin Harwood was sworn in at a previous date as he was unable to attend the meeting.

K.2. Students of the Month

- Mr. Henry presented the Students of the Month, Rio Roberts and Anthony Boartfield, for Laytonville High School and introduced their families.
- **Motion** to recognize Rio Roberts and Anthony Boartfield as the Students of the Month by Meagen Hedley, seconded by Tina Tineo, unanimously approved.

K.3. Annual Organizational Meeting – Election of Officers

- Education Code Section 35143 provides for an annual organizational meeting at which the Officers of the Board are elected. The Board President will conduct the annual organizational meeting which includes the following tasks:
 - Shannon Ford nominated Calvin Harwood for Board President. **Motion** to approve Calvin Harwood as Board President by Tina Tineo, seconded by Cecelia Gillespie, unanimously approved.
 - Cecelia Gillespie nominated Shannon Ford as Board Clerk. **Motion** to approve Shannon Ford as Board Clerk by Cecelia Gillespie, seconded by Tina Tineo, unanimously approved.
 - Shannon Ford nominated herself and Meagen Hedley to serve as the Board representatives on the District Advisory Committee. **Motion** to approve Shannon Ford and Meagen Hedley as the DAC representatives by Shannon Ford, seconded by Cecelia Gillespie, unanimously approved.
 - Cecelia Gillespie nominated herself to serve as the Board representative to the Family Resource Center (Healthy Start) Board. **Motion** to approve Cecelia Gillespie as the Board representative by Meagen Hedley, seconded by Tina Tineo, unanimously approved.
 - The Superintendent serves as Secretary to the Board as provided by contract, no action is needed.

K.4. Resolution No. 443 Designation of Signatures of Members of the Governing Board

- The Board must annually file with the County Superintendent of Schools the verified signatures of each person, including members of the Governing Board, authorized to sign orders in its name. Resolution No. 443 certifies these signatures.
- Signatures were taken at the end of the meeting.
- **Motion** to Adopt Resolution No. 443 by Cecelia Gillespie, seconded by Tina Tineo, unanimously approved.

K. 5. Designation of Regular Board Meeting Dates for 2014

- The Board reviewed a proposed calendar of regular meeting dates for 2014. The meeting dates can be revised at a later date, as needed.
- **Motion** to adopt the proposed Calendar of Regular Board Meeting Dates for 2014 by Meagen Hedley, seconded by Cecelia Gillespie, unanimously approved.

L. DISCUSSION / ACTION:

L.1. First Interim Budget Report

- The budget reporting process is ongoing throughout the year and includes:
 - June - Projected Budget for the next fiscal year
 - September - Update & disclosure of significant changes – based on the State's adopted budget (within 45 days of State adoption)

- October - Presentation of the Unaudited Actuals for the previous year
- December - First Interim Budget – as of October 31: it compares the budget approved in June with the latest figures
- March - Second Interim Budget – as of January 31; includes funds received and expended since the First Interim Budget
- **Overview of Current Budget Situation:** The enacted 2013-14 State Budget changed the funding stream from Revenue Limit to Local Control Funding Formula (LCFF). Most categorical funding is now included in the LCFF. The accountability for these funds is still being determined with the Local Control Accountability Plan (LCAP) as part of this process.
- **First Interim Budget highlights include:**
 - Revenues are up from July by \$275,845: LCFF formerly Revenue Limit is up \$757,227; State revenue decreased due to categoricals moving to LCFF; and local revenue increased due to Spyrock donations, CTE carryover and Special Ed reimbursement for speech; beginning balance was higher due to local programs and flex carryover
 - Expenditures are up by \$184,278: hired new 1st/2nd teacher, speech bonus, staff development, Spyrock IA, FRC staff, ASES staff, and the addition of Common Core
 - We have a 4.0% percent economic uncertainty reserve with a 6% stabilization
- **Motion** to Adopt the 2013-14 First Interim Budget Report by Cecelia Gillespie, seconded by Tina Tineo, unanimously approved.

L.2. Resolution No. 444 for Layoffs & Reductions, Classified Position

- The district has hired a van driver to transport a student to and from Willits. The student is no longer needing this service. As the district does not currently have a need for a 3 hour van driver Mrs. Potter recommended that the position be eliminated.
- **Motion** to approve Resolution No. 444 for Layoffs & Reductions, Classified Position by Tina Tineo, seconded by Meagen Hedley, unanimously approved.

L.3. Common Core Implementation Plan

- **Motion** to approve the Laytonville Unified School District Plan for Common Core State Standards Implementation Funds 2013/14 and 2014/15 by Meagen Hedley, seconded by Cecelia Gillespie, unanimously approved.

M. INFORMATION ITEMS:

M.1. Student Photo Voice Projects: Safe Routes to School

- The Safe Routes to School grant -- awarded by Mendocino County Public Health to Healthy Start -- supports walking and bicycling activities to and from school in Laytonville. In addition to supporting Walk and Bike to School events, the grant program asks students to get involved in evaluating walking and biking conditions in their community. The Photo Voice projects developed by the High School Graphic Arts class give voice to some of the issues and opportunities encountered as students walk and bike in Laytonville.
- Alison Pernell and Tammy Lyons introduced the project and the students who participated in the presentation. Four high school students presented on how the community, county, and state can help to make the roads and public areas safer.

N. ITEMS BOARD MEMBERS WISH ON FUTURE AGENDAS: LCAP

O. COMMENTS FROM THE BOARD: Meagen Hedley shared that she enjoyed the Safe Routes to School presentation and the solutions that the students provided. Shannon Ford shared that she got a compliment about the new High School Principal and thanked him for his dedication and hard work.

P. ADJOURNMENT:

Motion to adjourn the meeting by Meagen Hedley, seconded by Tina Tineo, unanimously approved. The meeting was adjourned at 7:55pm. The next regular meeting will be held on January 16, 2014.

Respectfully submitted,

Adopted as Final
January 16, 2014

Joan Viada Potter
Secretary to the Board

Shannon Ford
Clerk of the Board

**LAYTONVILLE UNIFIED SCHOOL DISTRICT
MINUTES OF THE SPECIAL BOARD MEETING OF DECEMBER 19, 2013**

A. CALL TO ORDER/ROLL CALL:

The Governing Board of the Laytonville Unified School District held a special meeting in the Board Room on December 19, 2013. Board President Calvin Harwood called the meeting to order at 9:01 am.

ROLL CALL:

Trustees Present: Calvin Harwood, Shannon Ford, Cecelia Gillespie, Tina Tineo and Meagen Hedley.

Administrators Present: Joan Potter.

Student Representative: None.

B. PUBLIC INPUT re CLOSED SESSION ITEMS: None.

C. CLOSED SESSION AGENDA: None.

D. ANNOUNCEMENTS FROM CLOSED SESSION: None.

E. PATRIOTIC OBSERVANCE: Board President Calvin Harwood led the Pledge of Allegiance to the flag.

F. ACCEPTANCE OF AGENDA:

- **Motion** to approve the Agenda by Shannon Ford, seconded by Cecelia Gillespie, unanimously approved.

G. PUBLIC INPUT: None.

H. ACTION:

H.1. Facilities Master Plan

- The Board and meeting attendees toured the campus, looking at potential projects and project feasibility.
- After returning from the site tour, the Board defined the main focus points that should be addressed when considering potential facilities projects: student and staff safety, the minimization of maintenance, and enabling student learning.
- Energy efficiency
 - The Board discussed the practicality of installing solar panels versus the installation of cool roofs, energy efficient lighting and energy efficient heating units.
 - The Board discussed the integration of “passive solar” into the design of any new buildings
 - Passive solar – how you build the building, where you place it, how you face it, and how you shade it to be naturally energy efficient
 - Solar
 - It was discussed to build solar panels into the Master Plan in order to prepare for them ahead of time, with the understanding that they would be added to the buildings at a later date once the buildings are constructed and the funding has been secured. The main benefit to this is that all wiring and mounting preparation needs would be met by making the

buildings “solar ready,” allowing for the addition of solar panels once the technology is more advanced and the cost of installing solar has decreased.

- Additionally, solar may be funded by the state in the future. If the District buildings are solar ready by the time the state begins funding projects like these, the District may be able to secure this money by having everything ready in advance
- Don Alameida explained that currently there is a funding source with a 1% interest rate for solar installation. It requires that the solar system must pay for itself after 15 years or less.
- Priorities defined:
 - Hallway, incline building, bathrooms, and the three old classrooms (room 8, 9, and 10)
 - Any extra money go towards solar/energy efficiency
 - Kitchen/multipurpose room is important
 - In the event of a disaster, that kitchen would be used to feed/house the community
 - The board talked about the possibility of building one bathroom for each gender instead of 2 separate units (i.e. an older girls bathroom and a younger girls bathroom) to minimize costs
 - With doing everything that the Board thinks is necessary, it would cost about \$6.2 million at the elementary school alone, then about \$.5 million at the middle school
 - The Board discussed the feasibility of the proposed/necessary projects. They came to the general consensus that they feel more comfortable knowing that the plan they are choosing means that the money will actually make an impact, as opposed to an over the top plan that isn't realistic
 - The Board generally agreed that the 2 old buildings at the elementary are the 2 top priorities (Hallway and rooms 8, 9 and 10)
 - Don will create multiple scenarios and establish the most cost effective way to go about this
- The Board discussed that they want to take a poll of the community on how they would like to spend the money and what projects they would like to see
- The Board discussed the option of getting the old gym demolished in-house as opposed to doing it from the bond money

I. ITEMS BOARD MEMBERS WISH ON FUTURE AGENDAS: None.

J. COMMENTS FROM THE BOARD: None.

K. ADJOURNMENT:

Motion to adjourn the meeting by Meagen Hedley, seconded by Tina Tineo, unanimously approved. The meeting was adjourned at 11:56am. The next regular meeting will be held on January 16, 2014.

Respectfully submitted,

Adopted as Final
January 16, 2014

Joan Viada Potter
Secretary to the Board

Shannon Ford
Clerk of the Board

LAYTONVILLE UNIFIED SCHOOL DISTRICT
PERSONNEL ASSIGNMENT ORDER #6 2013-14

January 16, 2014

<u>Employment Position</u>	<u>Status</u>	<u>Salary</u>	<u>Effective</u>
<u>Certificated Appointment</u>			
<u>Certificated Resignation</u>			
<u>Certificated Leave of Absence:</u>			
<u>Certificated Transfer</u>			
<u>Classified Appointment</u>			
Beetz, Bronwynn	3 Hour/Day Middle School IA Prob.	\$9.51/hr	1/09/2014
Guillins, Rosa	3 Hour/Day Special Ed IA Prob.	\$9.75/hr	1/09/2014
<u>Classified/Confidential Appointment</u>			
<u>Classified Resignation</u>			
<u>Classified Layoff</u>			
<u>Coaching Positions</u>			

LAYTONVILLE UNIFIED SCHOOL DISTRICT
REVOLVING CASH FUND #6 2013-14

January 16, 2014

<u>DATE</u>	<u>CHECK #</u>	<u>PAYEE</u>	<u>REFERENCE</u>	<u>AMOUNT</u>
12/6/2013	2014	USPS	Postage	\$97.60

LAYTONVILLE UNIFIED SCHOOL DISTRICT
WARRANT LIST
January 16, 2014

APY250 H.02.09

MENDOCINO COUNTY SCHOOLS
COMMERCIAL WARRANT REGISTER
FOR WARRANTS DATED 12/05/2013

12/04/13 PAGE 1

DISTRICT: 48 LAYTONVILLE UNIFIED
BATCH: 0036 JB

WARRANT	VENDOR/ADDR REQ#	NAME (REMIT) REFERENCE	LN	FU	RESO	P	OBJE	SCH	GOAL	FUNC	DIST	ABA NUM	ACCOUNT NUM DESCRIPTION	AMOUNT
14795788	000197/	ADMINISTRATIVE SRV CORP												
		PO-019302	1.	68-0000-0-5600-001-0000-6000-0000									DENTAL	168.00
			2.	69-0000-0-5600-001-0000-6000-0000									VISION	84.00
				WARRANT TOTAL										\$252.00
14795789	006046/	ALAMEIDA ARCHITECTURE												
		PO-019406	1.	40-0000-0-5800-001-0000-8100-0000									LUSD 01-03	4,203.24
				WARRANT TOTAL										\$4,203.24
14795790	003682/	AT&T												
		PO-019297	1.	01-0000-0-5903-001-0000-7700-0000									4884632	525.56
				WARRANT TOTAL										\$525.56
14795791	000231/	BLUE SHIELD OF CALIFORNIA												
		PO-019303	1.	01-0000-0-9514-000-0000-0000-0000									F05082, OCBA, F05091	8,858.94
				WARRANT TOTAL										\$8,858.94
14795792	002727/	BRANSCOMB STORE												
		PO-019339	1.	01-0000-0-5600-008-1110-1000-0000									#8 DEC 2013	700.00
				WARRANT TOTAL										\$700.00
14795793	001895/	BUREAU OF EDUCATION & RESEARCH												
		PO-019417	1.	01-6500-0-5200-001-5770-1191-0000									4487143	389.00
				WARRANT TOTAL										\$389.00
14795794	003381/	SUE CARBERRY												
		PV-140137		01-1100-0-4300-003-1110-4200-0000									REIMBURSEMENT	161.43
				WARRANT TOTAL										\$161.43
14795795	000039/	CHEVRON BUSINESS CARD SERVICES												
		PO-019311	1.	01-0000-0-4361-001-0000-8110-0000									ACCT. 7898860577	141.73
			2.	01-7230-0-4361-001-0000-3600-0000									ACCT. 7898860577	356.04
				WARRANT TOTAL										\$497.77
14795796	001793/	CLOVER STORNETTA FARMS INC.												
		PO-019348	1.	13-5310-0-4700-001-0000-3700-0000									7530917, 7535239	194.75

WARRANT	VENDOR/ADDR REQ#	NAME (REMIT) REFERENCE LN	DEPOSIT TYPE FU RESO P OBJE SCH GOAL FUNC DIST	ABA NUM DESCRIPTION	ACCOUNT NUM	AMOUNT
		1. 13-5310-0-4700-001-0000-3700-0000		7541952		214.40
		WARRANT TOTAL				\$409.15
14795797	005914/	DEPT OF FORESTRY/FIRE PROTECT.				
		PO-019478 1. 01-0000-0-5800-001-0000-8100-0000		116350		676.62
		WARRANT TOTAL				\$676.62
14795798	003893/	DEVCO HEATING AND AIR				
		PO-019345 1. 14-0620-0-5600-001-0000-8110-0000		35828		903.18
		WARRANT TOTAL				\$903.18
14795799	003353/	ENVIRONMENTAL HEALTH				
		PO-019486 1. 01-7230-0-5800-001-0000-3600-0000		EK24527		894.00
		WARRANT TOTAL				\$894.00
14795800	005362/	FERRELLGAS				
		PO-019372 2. 01-0000-0-5520-001-0000-8200-0000		1079049973, 1079049974		529.05
		2. 01-0000-0-5520-001-0000-8200-0000		1079194873		843.21
		4. 01-9010-0-5520-001-0000-8200-5375		107904478		218.69
		WARRANT TOTAL				\$1,590.95
14795801	000063/	GEIGER'S LONG VALLEY MARKET				
		PO-019300 2. 01-0000-0-4300-001-0000-8200-0000		8726: ACCT. 1221		3.00
		PO-019390 1. 01-6012-0-4300-001-1110-4100-0000		8577: ACCT. 1221		20.33
		1. 01-6012-0-4300-001-1110-4100-0000		7071, 2658, 8892: ACCT. 1221		12.18
		WARRANT TOTAL				\$35.51
14795802	005658/	MELISSA GOWAN				
		PV-140138 01-7405-0-5200-001-1110-1000-0000		MILEAGE REIMBURSEMENT		108.37
		WARRANT TOTAL				\$108.37
14795803	005118/	MARY GULYAS				
		PV-140139 01-3310-0-4300-001-5770-1120-0000		REIMBUSEMENT		63.78
14795804	006058/	MARY JOENS-POULTON				
		PV-140140 01-7405-0-5200-001-1110-1000-0000		MILEAGE REIMBURSEMENT		101.70
		WARRANT TOTAL				\$101.70
14795805	004730/	STACEY KALLER-PATTON				
		PV-140141 01-7405-0-5200-001-1110-1000-0000		MILEAGE REIMBURSEMENT		101.70
		WARRANT TOTAL				\$101.70
14795806	000258/	LAYTONVILLE DISPOSAL CO				
		PO-019482 1. 01-8150-0-5800-001-0000-8110-0000		PUMP & CLEAN GREASE TRAP		200.00
		WARRANT TOTAL				\$200.00
14795807	005713/	LD PRODUCTS/4INKJETS.COM				
		PO-019416 1. 01-3310-0-4300-001-5770-1120-0000		SIP-001124491		38.72
		WARRANT TOTAL				\$38.72
14795808	006004/	JEAN MANN				
		PV-140142 01-6500-0-5800-001-5770-1191-0000		CONTRACT 42913		640.00
		WARRANT TOTAL				\$640.00
14795809	003136/	MATHESON TRI-GAS INC				
		PO-019323 1. 01-7230-0-5600-001-0000-3600-0000		08169676		36.92
		WARRANT TOTAL				\$36.92
14795810	001701/	AMARYLLIS MCHENRY				
		PV-140143 01-0790-0-5200-003-0000-3110-0000		REIMBURSEMENT		114.24
		WARRANT TOTAL				\$114.24
14795811	002446/	MENDO MILL				
		PO-019481 1. 01-0000-0-4300-001-0000-8200-0000		429926/2		64.83
		PO-019485 1. 01-0002-0-4300-001-1110-1000-0000		430655/2		106.28
		WARRANT TOTAL				\$171.11
14795812	000124/	PACIFIC GAS & ELECTRIC				
		PO-019298 1. 01-0000-0-5510-001-0000-8200-0000		ACCT. 5075063012-6		58.75
		2. 01-9010-0-5510-001-0000-8200-5375		ACCT. 7979025834-1		162.75

WARRANT	VENDOR/ADDR REQ#	NAME (REMIT) REFERENCE LN	DEPOSIT TYPE FU RESO P OBJE SCH GOAL FUNC DIST	ABA NUM	ACCOUNT NUM DESCRIPTION	AMOUNT
WARRANT TOTAL						\$221.50
14795813	002696/	RITCHIES FOOD SERVICE				
		PO-019379 2. 13-5310-0-4300-001-0000-3700-0000		267111		7
		1. 13-5310-0-4700-001-0000-3700-0000		267111		21.20
		WARRANT TOTAL				\$176.77
14795814	000018/	SCHOOL SPECIALTY				
		PO-019409 1. 01-0676-0-4300-001-1110-1000-0000		308101840755		363.48
		PO-019422 1. 01-7090-0-4300-002-1110-1000-0000		208111789288		119.37
		WARRANT TOTAL				\$482.85
14795815	005987/	MARBRY SIPILA				
		PO-019377 1. 13-5310-0-4700-001-0000-3700-0000		0311911		50.00
		WARRANT TOTAL				\$50.00
14795816	003078/	SOLID WASTE OF WILLITS				
		PO-019306 1. 01-0000-0-5540-001-0000-8200-0000		L23614		47.25
		1. 01-0000-0-5540-001-0000-8200-0000		274: ACCT. 5145-6		795.63
		WARRANT TOTAL				\$842.88
14795817	003539/	SONOMA COUNTY OFFICE OF ED.				
		PO-019483 1. 01-0000-0-5802-001-0000-7110-0000		IN14-01194		175.50
		WARRANT TOTAL				\$175.50
14795818	005340/	SPRINT				
		PO-019324 1. 01-0000-0-5903-001-0000-7200-0000		CUST. 924289408		161.48
		2. 01-9010-0-5903-001-0000-2100-5375		CUST. 924289408		45.04
		WARRANT TOTAL				\$206.52
14795819	005068/	STAPLES CONTRACT & COMMERCIAL				
		PO-019454 1. 01-0676-0-4300-001-1110-1000-0000		7000924021		328.15
		WARRANT TOTAL				\$328.15
14795820	003434/	SYSCO FD SCVS OF SAN FRANCISCO				
		PO-019335 1. 13-5310-0-4700-001-0000-3700-0000		311250253		550.14
		WARRANT TOTAL				\$550.14
14795821	006056/	TIM HURT				
		PO-019451 1. 13-5310-0-4700-001-0000-3700-0000		618796: MEAT		1,347.00
		WARRANT TOTAL				\$1,347.00
14795822	000043/	VERIZON CALIFORNIA				
		PO-019479 2. 01-0000-0-5903-001-0000-7200-0000		707-984-1155		45.00
		1. 01-0640-0-5903-001-0000-8300-0000		707-984-6904		105.95
		WARRANT TOTAL				\$150.95
*** BATCH TOTALS ***			TOTAL NUMBER OF WARRANTS:	35	TOTAL AMOUNT OF WARRANTS:	\$26,206.15*
*** DISTRICT TOTALS ***			TOTAL NUMBER OF WARRANTS:	35	TOTAL AMOUNT OF WARRANTS:	\$26,206.15*

DISTRICT: 48 LAYTONVILLE UNIFIED
BATCH: 0037 JB

WARRANT	VENDOR/ADDR REQ#	NAME (REMIT) REFERENCE	LN	FU	RESO	P	OBJE	SCH	GOAL	FUNC	DIST	ABA NUM	ACCOUNT NUM DESCRIPTION	AMOUNT
14796364	005381/	ADVANCED SECURITY SYSTEMS												
		PO-019305	3.	01-0640-0-5800-002-0000-8300-0000								247353		70.50
			2.	01-7230-0-5800-001-0000-3600-0000								247353		70.50
		WARRANT TOTAL												\$141.00
14796365	003381/	SUE CARBERRY												
		PV-140145		01-0000-0-4300-001-0000-8200-0000								REIMBURSEMENT		22.55
		WARRANT TOTAL												\$22.55
14796366	005991/	IRA CAUGHNOWN III												
		PV-140146		01-7240-0-5800-001-7110-3600-0000								REIMBURSEMENT		531.10
		WARRANT TOTAL												\$531.10
14796367	005795/	CLEARLY MENDOCINO WATER CO.												
		PO-019421	1.	01-0000-0-5530-008-0000-8200-0000								25824, 25825		15.00
		WARRANT TOTAL												\$15.00
14796368	004873/	SUZANNE DUNHAM												
		PV-140147		01-0000-0-4300-001-0000-8200-0000								REIMBURSEMENT		10.12
				01-0000-0-4300-008-1110-1000-5000								REIMBURSEMENT		11.97
				01-0676-0-4300-002-1110-1000-0000								REIMBURSEMENT		5.83
		WARRANT TOTAL												\$27.92
14796369	005362/	FERRELLGAS												
		PO-019487	1.	01-0000-0-5600-001-0000-8200-0000								1078657240		97.53
		WARRANT TOTAL												\$97.53
14796370	000191/	LAYTONVILLE UNIFIED REVOLVING												
		RC-140007		01-0000-0-5904-001-0000-7200-0000								REVOLVING CASH		97.60
		WARRANT TOTAL												\$97.60
14796371	000220/	LAYTONVILLE WATER DISTRICT												
		PO-019322	1.	01-0000-0-5530-001-0000-8200-0000								LES, LMS, LHS-NEW, OLD, AG		1,253.36
		WARRANT TOTAL												\$1,253.36
14796372	005891/	LONG VALLEY AUTO SUPPLY												
		PO-019382	1.	01-7230-0-4364-001-0000-3600-0000								60475		4.10

WARRANT	VENDOR/ADDR REQ#	NAME (REMIT) REFERENCE LN	DEPOSIT TYPE FU RESO P OBJE SCH GOAL FUNC DIST	ABA NUM	ACCOUNT NUM DESCRIPTION	AMOUNT
WARRANT TOTAL						\$4.10
14796373	000061/	LONG VALLEY LUMBER				
		PO-019183	1. 01-0000-0-4300-001-0000-8110-0000		ACCT. 1273	259.77
		PO-019371	1. 01-0002-0-4300-001-1110-1000-0000		ACCT. 1273	33.61
		WARRANT TOTAL				\$293.38
14796374	005987/	MARBRY SIPILA				
		PO-019377	1. 13-5310-0-4700-001-0000-3700-0000		0311913	50.00
		WARRANT TOTAL				\$50.00
14796375	003078/	SOLID WASTE OF WILLITS				
		PO-019306	2. 01-9010-0-5540-001-0000-8200-5375	207:	ACCT. 9921-6	175.75
		WARRANT TOTAL				\$175.75
14796376	003434/	SYSCO FD SCVS OF SAN FRANCISCO				
		PO-019335	1. 13-5310-0-4700-001-0000-3700-0000		311040283, 312020270	3,189.43
		WARRANT TOTAL				\$3,189.43
14796377	000043/	VERIZON CALIFORNIA				
		PO-019434	1. 01-9010-0-5903-001-0000-2100-5375		707-984-8089	180.16
		WARRANT TOTAL				\$180.16
14796378	006057/	WEST COAST SEAL N STRIPE				
		PO-019336	1. 14-0620-0-5600-001-0000-8110-0000		13019	1,513.25
		WARRANT TOTAL				\$1,513.25
14796379	006059/	WILLITS REDWOOD COMPANY				
		PO-019488	1. 01-0002-0-4300-001-1110-1000-0000		22798	343.20
			2. 01-9010-0-4300-003-1110-1000-5870		22798	128.22
		WARRANT TOTAL				\$471.42
***	BATCH TOTALS ***	TOTAL NUMBER OF WARRANTS: 16		TOTAL AMOUNT OF WARRANTS:		\$8,063.55*
***	DISTRICT TOTALS ***	TOTAL NUMBER OF WARRANTS: 16		TOTAL AMOUNT OF WARRANTS:		\$8,063.55*

APY250 H.02.09

MENDOCINO COUNTY SCHOOLS
COMMERCIAL WARRANT REGISTER
FOR WARRANTS DATED 12/19/2013

12/18/13 PAGE 1

DISTRICT: 48 LAYTONVILLE UNIFIED
BATCH: 0039 JB

WARRANT	VENDOR/ADDR REQ#	NAME (REMIT) REFERENCE LN	FU	RESO	P	OBJE	SCH	GOAL	FUNC	DIST	DEPOSIT TYPE	ABA NUM	ACCOUNT NUM DESCRIPTION	AMOUNT
14797278	006062/	ELINA AGNOLI												
		PV-140153		01-0000-0-4300-003-1110-4100-6000									REIMBURSEMENT	111.37
													WARRANT TOTAL	\$111.37
14797279	003755/	BUSINESS CARD												
		PV-140154		01-0000-0-4300-001-0000-7200-0000									ACCT. 4339-XXX-9835	119.00
				01-0000-0-5800-003-1110-4100-6000									ACCT. 4339-XXX-9835	500.00
				13-5310-0-4400-001-0000-3700-0000									ACCT. 4339-XXX-9835	4,250.00
				13-5310-0-4400-001-0000-3700-0000									ACCT. 4339-XXX-9835	75.00
													WARRANT TOTAL	\$4,944.00
14797280	003694/	CAROLYN CARPENTER												
		PV-140148		01-0676-0-4300-003-1110-1000-0000									REIMBURSEMENT	139.54
													WARRANT TOTAL	\$139.54
14797281	005991/	IRA CAUGHNOR III												
		PV-140155		01-7240-0-5800-001-7110-3600-0000									MILEAGE REIMBURSEMENT	531.10
													WARRANT TOTAL	\$531.10
14797282	006061/	CCSESA												
		PO-019490	1.	01-7405-0-5200-001-1110-1000-0000									2014 LEADERSHIP SYMPOSIUM	375.00
													WARRANT TOTAL	\$375.00
14797283	001793/	CLOVER STORNETTA FARMS INC.												
		PO-019348	1.	13-5310-0-4700-001-0000-3700-0000									7549489	222.90
				1. 13-5310-0-4700-001-0000-3700-0000									7551479	70.10
				1. 13-5310-0-4700-001-0000-3700-0000									7555432	143.89
													WARRANT TOTAL	\$436.89
14797284	006060/	CLOVERDALE ROOFING												
		PO-019489	1.	14-0620-0-5600-001-0000-8110-0000									LMS & LHS REPAIRS	3,200.00
													WARRANT TOTAL	\$3,200.00
14797285	004792/	DEPT. OF JUSTICE												
		PO-019333	1.	01-0000-0-5814-001-0000-7400-0000									006310	128.00

WARRANT	VENDOR/ADDR REQ#	NAME (REMIT) REFERENCE	LN	FU	RESO	P	OBJE	SCH	GOAL	FUNC	DIST	DEPOSIT TYPE	ABA NUM	ACCOUNT NUM DESCRIPTION	AMOUNT

												WARRANT TOTAL			\$128.00
14797286	003353/	ENVIRONMENTAL HEALTH													
		PO-019492	1.	13-5310-0-5800-001-0000-3700-0000										EH25347	443.00
			1.	13-5310-0-5800-001-0000-3700-0000										EH25352	317.00
			1.	13-5310-0-5800-001-0000-3700-0000										EH25356	182.00
												WARRANT TOTAL			\$942.00
14797287	005362/	FERRELLGAS													
		PO-019372	2.	01-0000-0-5520-001-0000-8200-0000										1079421172	2,583.14
												WARRANT TOTAL			\$2,583.14
14797288	000063/	GEIGER'S LONG VALLEY MARKET													
		PO-019329	1.	13-5310-0-4700-001-0000-3700-0000										ACCT. 2004	232.39
		PO-019378	1.	01-3310-0-4300-001-5770-1120-0000										8486: ACCT. 1209	15.03
												WARRANT TOTAL			\$247.42
14797289	000191/	LAYTONVILLE UNIFIED REVOLVING													
		RC-140008		01-0000-0-4300-001-0000-8200-0000										11/21/13	133.42
				01-0000-0-5800-001-0000-2100-0000										11/21/13	683.10
				01-0635-0-4300-003-1110-1000-0000										11/21/13	30.75
				01-1100-0-5200-003-1110-4200-0000										11/21/13	50.00
				01-7405-0-5200-001-1110-1000-0000										11/21/13	842.62
												WARRANT TOTAL			\$1,739.89
14797290	004329/	TAMMY LYONS													
		PV-140156		01-0676-0-4300-002-1110-1000-0000										REIMBURSEMENT	331.40
				01-0676-0-4300-003-1110-1000-0000										REIMBURSEMENT	217.00
												WARRANT TOTAL			\$548.40
14797291	004464/	MENDOCINO COMMUNITY NETWORK													
		PO-019304	1.	01-0002-0-5901-001-1110-1000-0000										1445286	10.00
												WARRANT TOTAL			\$10.00

WARRANT	VENDOR/ADDR REQ#	NAME (REMIT) REFERENCE LN	DEPOSIT TYPE FU RESO P OBJE SCH GOAL FUNC DIST	ABA NUM	ACCOUNT NUM DESCRIPTION	AMOUNT
14797292	001308/	JOAN POTTER				
		PV-140149	01-0000-0-4300-001-0000-8110-0000		REIMBURSEMENT	51.88
			WARRANT TOTAL			\$51.88
14797293	002696/	RITCHIES FOOD SERVICE				
		PO-019379	2. 13-5310-0-4300-001-0000-3700-0000		915613	87.90
			2. 13-5310-0-4300-001-0000-3700-0000		915637	97.00
			1. 13-5310-0-4700-001-0000-3700-0000		915613	98.37
			1. 13-5310-0-4700-001-0000-3700-0000		915637	53.18
			WARRANT TOTAL			\$336.45
14797294	005987/	MARBRY SIPILA				
		PO-019377	1. 13-5310-0-4700-001-0000-3700-0000		311915	50.00
			WARRANT TOTAL			\$50.00
14797295	004060/	SUPERIOR-SHOWBOARD CO.				
		PO-019423	1. 01-7090-0-4300-002-1110-1000-0000		150604	206.25
			1. 01-7090-0-4300-002-1110-1000-0000		150604	40.50
			WARRANT TOTAL			\$246.75
14797296	003434/	SYSCO FD SCVS OF SAN FRANCISCO				
		PO-019335	1. 13-5310-0-4700-001-0000-3700-0000		312090280	1,211.64
			1. 13-5310-0-4700-001-0000-3700-0000		312160229	733.34
			WARRANT TOTAL			\$1,944.98
14797297	000043/	VERIZON CALIFORNIA				
		PO-019479	1. 01-0640-0-5903-001-0000-8300-0000		707-984-6414	202.18
			1. 01-0640-0-5903-001-0000-8300-0000		707-984-6811	226.95
			WARRANT TOTAL			\$429.13
14797298	005748/	WILLITS MOBILE LOCK & KEY				
		PO-019491	1. 01-0640-0-4300-001-0000-8300-0000		2516	9,361.49
			WARRANT TOTAL			\$9,361.49
14797299	003863/	XEROX CORPORATION				
		PO-019327	4. 01-0000-0-5600-001-0000-7200-0000		071430138	133.44
			1. 01-0000-0-5600-002-1110-1000-0000		071430136	864.08
			2. 01-0000-0-5600-003-1110-1000-0000		071430137	452.07
			3. 01-0790-0-5600-010-3200-1000-0000		071430134	38.58
			WARRANT TOTAL			\$1,488.17
***	BATCH TOTALS ***		TOTAL NUMBER OF WARRANTS: 22		TOTAL AMOUNT OF WARRANTS:	\$29,845.60*
***	DISTRICT TOTALS ***		TOTAL NUMBER OF WARRANTS: 22		TOTAL AMOUNT OF WARRANTS:	\$29,845.60*

LAYTONVILLE UNIFIED SCHOOL DISTRICT MONTHLY BUDGET REPORT

January 16, 2014

48 Laytonville Unified School Dis J1152

BUDGET REPORT

DX110 H.00.30 01/09/14 11:20 PAGE

1

FROM 07/01/2013 TO 06/30/2014
UNAPPROVED TRANSACTIONS INCLUDED

FUND :01 GENERAL FUND

OBJECT CLASSIFICATION	APPROVED BUDGET	EXPENDED/RECEI...	CURRENT	YEAR TO DATE	%	ENCUMBERED	UNENCUMBERED BALANCE	%
8000 BEGINNING BALANCE	994,126.39	0.00	0.00	0.00	0.0	0.00	994,126.39	100.0
8011 REV LIMIT STATE AID - CURR YR	1,006,392.00	392,666.00	392,666.00	392,666.00	39.0	0.00	613,726.00	60.9
8012 EDUCATION PROTECTION ACCOUNT	472,831.00	118,208.00	118,208.00	118,208.00	25.0	0.00	354,623.00	74.9
8021 HOMEOWNERS' EXEMPTION	18,680.00	0.00	0.00	0.00	0.0	0.00	18,680.00	100.0
8022 TIMBER YIELD TAX	4,302.00	3,301.43	3,301.43	3,301.43	76.7	0.00	1,000.57	23.2
8041 SECURED ROLLS TAX	1,816,683.00	1,001,563.05	1,001,563.05	1,001,563.05	55.2	0.00	815,119.95	44.8
8042 UNSECURED ROLL TAXES	59,739.00	59,442.83	59,442.83	59,442.83	99.5	0.00	296.17	.4
8043 PRIOR YEARS' TAXES	4,667.00	0.00	0.00	0.00	0.0	0.00	4,667.00	100.0
8044 SUPPLEMENTAL TAXES	0.00	22.35	22.35	22.35	100.0	0.00	22.35	.0
8045 EDUC REVENUE AUGMENTATION FUND	21,047.00	0.00	0.00	0.00	0.0	0.00	21,047.00	100.0
8110 MAINTENANCE & OPER (PL 81-874)	25,000.00	0.00	0.00	0.00	0.0	0.00	25,000.00	100.0
8181 SPECIAL EDUCATION -ENTITLEMENT	72,335.00	18,234.00	18,234.00	18,234.00	25.2	0.00	54,101.00	74.7
8182 SPECIAL EDUCATION- DISC GRANTS	3,200.00	800.00	800.00	800.00	25.0	0.00	2,400.00	75.0
8290 ALL OTHER FEDERAL REVENUE	225,701.76	87,332.36	87,332.36	87,332.36	38.6	0.00	138,369.40	61.3
8550 MANDATED COSTS REIMBURSEMENTS	0.00	13,833.00	13,833.00	13,833.00	100.0	0.00	13,833.00	.0
8560 STATE LOTTERY REVENUE	54,000.00	3,659.62	3,659.62	3,659.62	6.7	0.00	50,340.38	93.2
8590 ALL OTHER STATE REVENUE	147,225.00	178,361.25	178,361.25	178,361.25	100.0	0.00	31,136.25	.0
8650 LEASES & RENTALS	12,500.00	7,100.00	7,100.00	7,100.00	56.8	0.00	5,400.00	43.2
8660 INTEREST	2,500.00	1,213.92	1,213.92	1,213.92	48.5	0.00	1,286.08	51.4
8677 INTERAGENCY SERVICES BETW LEAS	100,349.12	0.00	0.00	0.00	0.0	0.00	100,349.12	100.0
8699 ALL OTHER LOCAL REVENUE	167,884.12	33,798.49	33,798.49	33,798.49	20.1	0.00	134,085.63	79.8
8792 TP OF APPORTIONMENT FROM COEs	225,555.69	57,648.17	57,648.17	57,648.17	25.5	0.00	167,907.52	74.4
TOTAL: 8xxx	5,434,718.08	1,977,184.47	1,977,184.47	1,977,184.47	36.3	0.00	3,457,533.61	63.6
1100 TEACHERS' SALARIES	1,449,770.22	639,623.39	639,623.39	639,623.39	44.1	0.00	810,146.83	55.8
1170 TEACHER - SUBSTITUTE	33,683.50	22,955.45	22,955.45	22,955.45	68.1	0.00	10,728.05	31.8
1200 CERT PUPIL SUPPORT SALARIES	29,728.00	13,717.55	13,717.55	13,717.55	46.1	0.00	16,010.45	53.8
1300 CERT SUPERVISOR/ADMIN SALARIES	291,721.00	146,079.37	146,079.37	146,079.37	50.0	0.00	145,641.63	49.9
1900 OTHER CERTIFICATED SALARIES	4,000.00	0.00	0.00	0.00	0.0	0.00	4,000.00	100.0
TOTAL: 1xxx	1,808,902.72	822,375.76	822,375.76	822,375.76	45.4	0.00	986,526.96	54.5
2100 INSTRUCTIONAL AIDES' SALARIES	253,953.77	111,003.62	111,003.62	111,003.62	43.7	0.00	142,950.15	56.2
2170 INSTRUCTIONAL AIDE -SUBSTITUTE	580.00	398.05	398.05	398.05	68.6	0.00	181.95	31.3
2200 CLASSIFIED SUPPORT SALARIES	242,492.34	121,442.06	121,442.06	121,442.06	50.0	0.00	121,050.28	49.9
2250 CLASSIFIED SUPP - P.T./ADDIT'L	2,500.00	1,717.85	1,717.85	1,717.85	68.7	0.00	782.15	31.2
2260 CLASSIFIED SUPPORT - OVER-TIME	3,500.00	1,636.78	1,636.78	1,636.78	46.7	0.00	1,863.22	53.2
2270 CLASSIFIED SUPPORT -SUBSTITUTE	4,500.00	989.44	989.44	989.44	21.9	0.00	3,510.56	78.0
2300 CLASS. SUPRVSRs/ADMIN SALARIES	119,366.00	50,098.50	50,098.50	50,098.50	41.9	0.00	69,267.50	58.0
2400 CLERICAL,TECH,OFFICE SALARIES	194,031.38	95,643.05	95,643.05	95,643.05	49.2	0.00	98,388.33	50.7
2470 CLERICAL,TECH,OFFICE-SUBSTITUT	0.00	2,031.19	2,031.19	2,031.19	100.0	0.00	2,031.19	.0

OBJECT CLASSIFICATION		APPROVED BUDGET	EXPENDED/RECEIVED			ENCUMBERED	UNENCUMBERED	
			CURRENT	YEAR TO DATE	%		BALANCE	%
2900	OTHER CLASSIFIED SALARIES	8,971.56	4,091.24	4,091.24	45.6	0.00	4,880.32	54.3
2970	OTHER CLASSIFIED - SUBSTITUTE	420.00	34.43	34.43	8.1	0.00	385.57	91.8
TOTAL: 2xxx		830,315.05	389,086.21	389,086.21	46.8	0.00	441,228.84	53.1
3101	STRS, CERTIFICATED	137,670.46	61,898.96	61,898.96	44.9	0.00	75,771.50	55.0
3102	STRS, CLASSIFIED	0.00	102.10	102.10	100.0	0.00	102.10	.0
3201	PERS, CERTIFICATED	2,383.00	1,196.63	1,196.63	50.2	0.00	1,186.37	49.7
3202	PERS, CLASSIFIED	84,899.48	39,887.42	39,887.42	46.9	0.00	45,012.06	53.0
3301	OASDI, CERTIFICATED	1,291.00	816.68	816.68	63.2	0.00	474.32	36.7
3302	OASDI, CLASSIFIED	50,245.95	23,478.71	23,478.71	46.7	0.00	26,767.24	53.2
3311	MEDICARE, CERTIFICATED	26,228.91	11,391.89	11,391.89	43.4	0.00	14,837.02	56.5
3312	MEDICARE, CLASSIFIED	12,383.93	5,508.79	5,508.79	44.4	0.00	6,875.14	55.5
3401	HEALTH & WELFARE, CERTIFICATED	236,546.00	127,389.97	127,389.97	53.8	0.00	109,156.03	46.1
3402	HEALTH & WELFARE, CLASSIFIED	275,236.11	121,787.10	121,787.10	44.2	0.00	153,449.01	55.7
3501	UNEMPLOYMENT INS, CERTIFICATED	948.80	365.20	365.20	38.4	0.00	583.60	61.5
3502	UNEMPLOYMENT INS, CLASSIFIED	495.77	189.14	189.14	38.1	0.00	306.63	61.8
3599	SUI - NO BENEFIT MAP	0.00	208.50	208.50	100.0	0.00	208.50	.0
3601	WORKERS' COMP, CERTIFICATED	83,607.43	38,009.81	38,009.81	45.4	0.00	45,597.62	54.5
3602	WORKERS' COMP, CLASSIFIED	39,240.81	18,384.77	18,384.77	46.8	0.00	20,856.04	53.1
3701	OPEB ALLOCATED CERTIFICATED	25,052.00	0.00	0.00	.0	0.00	25,052.00	100.0
3702	OPEB ALLOCATED CLASSIFIED	2,400.00	0.00	0.00	.0	0.00	2,400.00	100.0
3901	OTHER BENEFITS, CERTIFICATED	22,000.00	0.00	0.00	.0	0.00	22,000.00	100.0
3902	OTHER BENEFITS, CLASSIFIED	500.00	0.00	0.00	.0	0.00	500.00	100.0
TOTAL: 3xxx		1,001,129.65	450,615.67	450,615.67	45.0	0.00	550,513.98	54.9
4100	APPRVD TEXTBOKS/CORE CURRICULA	19,600.00	17,525.88	17,525.88	89.4	22.34	2,051.78	10.4
4300	MATERIALS & SUPPLIES	144,677.85	64,086.05	64,086.05	44.2	5,800.92	74,790.88	51.6
4361	FUEL - GASOLINE,DIESEL	35,000.00	15,066.12	15,066.12	43.0	4,460.93	15,472.95	44.2
4362	TRANSP - OIL,GREASE	1,500.00	0.00	0.00	.0	0.00	1,500.00	100.0
4363	TIRES & ACCESSORIES	2,500.00	243.57	243.57	9.7	0.00	2,256.43	90.2
4364	REPLACEMENT PARTS	5,000.00	927.79	927.79	18.5	752.47	3,319.74	66.3
4365	TRANSP - OTHER SUPPLIES	3,000.00	0.00	0.00	.0	0.00	3,000.00	100.0
4400	NON-CAPITALIZED EQUIPMENT	41,542.44	3,613.86	3,613.86	8.6	0.00	37,928.58	91.3
TOTAL: 4xxx		252,820.29	101,463.27	101,463.27	40.1	11,036.66	140,320.36	55.5
5200	TRAVEL & CONFERENCES	31,405.67	13,638.29	13,638.29	43.4	0.00	17,767.38	56.5
5300	DUES & MEMBERSHIPS	2,394.00	2,053.73	2,053.73	85.7	0.00	340.27	14.2
5450	OTHER INSURANCE	44,874.00	44,874.00	44,874.00	100.0	0.00	0.00	.0
5510	LIGHTS & POWER	96,500.00	50,500.70	50,500.70	52.3	45,999.30	0.00	.0
5520	HEATING FUEL	51,200.00	16,753.59	16,753.59	32.7	24,746.41	9,700.00	18.9

OBJECT CLASSIFICATION		APPROVED BUDGET	EXPENDED/RECEIVED			ENCUMBERED	UNENCUMBERED	
			CURRENT	YEAR TO DATE	%		BALANCE	%
5530	WATER & SEWER	19,300.00	13,981.24	13,981.24	72.4	7,318.76	2,000.00-	.0
5540	WASTE DISPOSAL	11,000.00	6,219.73	6,219.73	56.5	4,809.78	29.51-	.0
5600	RENT,LEASES,REPAIR NON CAP IMP	47,051.67	28,679.46	28,679.46	60.9	9,560.08	8,812.13	18.7
5750	TRANSFR DIRECT COSTS-INTERFUND	5,000.00-	0.00	0.00	100.0	0.00	5,000.00-	.0
5800	PROFES'L/CONSULTG SVCS/OP EXP	227,518.58	53,899.02	53,899.02	23.6	4,099.01	169,520.55	74.5
5801	AUDIT FEES	18,562.00	8,352.90	8,352.90	45.0	10,209.10	0.00	.0
5802	LEGAL FEES	8,500.00	1,848.94	1,848.94	21.7	0.00	6,651.06	78.2
5811	ADVERTISING	1,092.00	462.86	462.86	42.3	628.81	0.33	.0
5814	FINGERPRINTING	750.00	480.00	480.00	64.0	20.00	250.00	33.3
5901	COMMUNIC - INTERNET SVCS/LINES	1,150.00	60.00	60.00	5.2	60.00	1,030.00	89.5
5903	COMMUNIC - TELEPHONE SERVICES	7,550.00	8,967.29	8,967.29	100.0	6,083.22	7,500.51-	.0
5904	COMMUNIC - POSTAGE/DELIVERY	3,500.00	1,284.22	1,284.22	36.6	0.00	2,215.78	63.3
TOTAL: 5xxx		567,347.92	252,055.97	252,055.97	44.4	113,534.47	201,757.48	35.5
TOTAL: 1xxx - 5xxx		4,460,515.63	2,015,596.88	2,015,596.88	45.1	124,571.13	2,320,347.62	52.0
7350	TRANSFER INDIRECT COSTS-INTRFD	2,800.00-	0.00	0.00	100.0	0.00	2,800.00-	.0
7615	INT-FD TF GEN,SPRES,BLDG TO DM	39,603.00	19,603.00	19,603.00	49.4	0.00	20,000.00	50.5
7616	INT-FD TF FR GENERAL TO CAFE	16,312.84	0.00	0.00	.0	0.00	16,312.84	100.0
7911	BUDG FUND BAL-RESERVE REV CASH	5,000.00	0.00	0.00	.0	0.00	5,000.00	100.0
7950	BUDG FUND BAL- STABILIZATION	270,220.00	0.00	0.00	.0	0.00	270,220.00	100.0
7980	BUDG FUND BAL-OTHER ASSIGNMENT	465,719.95	0.00	0.00	.0	0.00	465,719.95	100.0
7989	BUDG FUND BAL- RSRV ECON UNCER	180,146.66	0.00	0.00	.0	0.00	180,146.66	100.0
TOTAL: 7xxx		974,202.45	19,603.00	19,603.00	2.0	0.00	954,599.45	97.9
TOTAL: 1xxx - 7xxx		5,434,718.08	2,035,199.88	2,035,199.88	37.4	124,571.13	3,274,947.07	60.2
OBJECT CLASSIFICATION		APPROVED BUDGET	EXPENDED/RECEIVED			ENCUMBERED	UNENCUMBERED	
			CURRENT	YEAR TO DATE	%		BALANCE	%
TOTAL INCOME (8000 - 8999)		5,434,718.08	1,977,184.47	1,977,184.47	36.3	0.00	3,457,533.61	63.6
TOTAL: 1xxx - 5xxx		4,460,515.63	2,015,596.88	2,015,596.88	45.1	124,571.13	2,320,347.62	52.0
TOTAL: 1xxx - 6xxx		4,460,515.63	2,015,596.88	2,015,596.88	45.1	124,571.13	2,320,347.62	52.0
TOTAL: 1xxx - 7xxx		5,434,718.08	2,035,199.88	2,035,199.88	37.4	124,571.13	3,274,947.07	60.2
TOTAL EXPENSES (1000 - 7999)		5,434,718.08	2,035,199.88	2,035,199.88	37.4	124,571.13	3,274,947.07	60.2

LAYTONVILLE UNIFIED SCHOOL DISTRICT
BUDGET TRANSFERS
January 16, 2014

48 Laytonville Unified School Dis Budget Transfer Transactions J1154 BT0100 H.00.04 01/09/14 PAGE 1
Date last used from: 00/00/0000 To 99/99/9999
Transaction Number from: 140021 To 149999
Date entered from: 00/00/0000 To 99/99/9999
Approved and Unapproved Transactions

Number	Date	Date Entered	Description	FU	RESO	P	OBJE	SCH	GOAL	FUNC	DIST	Debit	Credit

NO RECORDS FOUND													

LAYTONVILLE UNIFIED SCHOOL DISTRICT
WILLIAMS QUARTERLY REPORT

January 16, 2014

2013-2014 Quarterly Report on Williams Uniform Complaints
[Education Code § 35186]

District: Laytonville Unified School District

Person completing this form: Malila Gordon, District Administrative Assistant

Quarterly Report Submission Date: (check one)


<input type="checkbox"/>	October 2013 (July, Aug, Sept 2013) 1 st Quarter
<input checked="" type="checkbox"/>	January 2014 (Oct, Nov, Dec 2013) 2 nd Quarter
<input type="checkbox"/>	April 2014 (Jan, Feb, March 2014) 3 rd Quarter
<input type="checkbox"/>	July 2014 (April, May, June 2014) 4 th Quarter

Date for information to be reported publicly at governing board meeting: January 16, 2013

Please check the box that applies:

- ☒ No complaints were filed with any school in the district during the quarter indicated above.
- ☐ Complaints were filed with schools in the district during the quarter indicated above. The following chart summarizes the nature and resolution of these complaints.

General Subject Area	Total # of Complaints	# Resolved	# Unresolved
Textbooks and Instructional Materials	0		
Teacher Vacancy or Misassignment	0		
Facilities Conditions	0		
CAHSEE Intensive Instruction & Services	0		
TOTALS	0		


Signature of Person Completing this form Date 1/8/14

Signature of County Superintendent Date

☐ Forwarded a copy of this completed report to the
County Board of Education

Revised 9/2013 vlg

BOARD ACTION ITEM K1

Board Meeting Date: January 16, 2014
Subject: Students of the Month
From: Joan Potter, Superintendent

Explanation:

Mr. Henry will present the Students of the Month for Laytonville High School and introduce their families.

Recommendation:

Recognize the Students of the Month and their families

Attachments:

None

BOARD ACTION ITEM K2

Board Meeting Date: January 16, 2014

Subject: Employee Recognition Award – Resolution No. 445

From: Joan Potter, Superintendent

Explanation:

Twice a year the Board of Trustees receives recommendations for the Board's Employee Recognition Awards. Staff, students and community members can recommend employees for the award. The award recipients are recognized with a Board Resolution in their honor, a gift and their name is placed on a perpetual plaque which hangs in the District Office.

We are very pleased to present this year's Employee Recognition Award.

Recommendation:

Adopt Resolution No. 445 for the Employee Recognition Award and recognize the recipient.

Attachments:

Resolution No. 445 for the Employee Recognition Award

Laytonville Unified School District
January 16, 2014

BOARD ACTION ITEM K3

Board Meeting Date: January 16, 2014

Subject: Request for Allowance of Attendance Because of Emergency Conditions

From: Joan Potter, Superintendent

Explanation:

California Education Code Section 41422 allows for schools to obtain approval for attendance and instructional time credit for a variety of events. All schools in Laytonville Unified School District were closed on December 9, 2013 due to extreme ice on all school campuses and broken and frozen water pipes. The school grounds, walkways, and driveways were covered with inches of thick ice and school sites were without running water due to broken and/or frozen water pipes.

Recommendation:

Approve the request for Allowance of Attendance Because of Emergency Conditions

Attachments:

Request for Allowance of Attendance Because of Emergency Conditions

REQUEST FOR ALLOWANCE OF ATTENDANCE
BECAUSE OF EMERGENCY CONDITIONS
Form J-13A (Rev. 01-05)

School District (or Charter School) Name: Laytonville Unified School District

School District (or Charter School) Address: P.O. Box 868, Laytonville, CA 95454

County-District Code: 23-73916

County Name: Mendocino

This form replaces the Form J-13A (Rev. 4-90) and should be used to obtain approval of attendance and instructional time credit under one or more of the following conditions:

- When one or more schools were closed because of conditions described in *Education Code* Section 41422
- When one or more schools were kept open but experienced a material decrease in attendance because of conditions described in *Education Code* Section 46392
- When attendance records have been lost or destroyed as described in *Education Code* Section 46391

Approved credit for instructional time may be used in conjunction with regular instructional days to satisfy the requirements of *Education Code* Section 37202 (equal length of instructional time among schools within a district).

A separate form should be submitted for each emergency event, but credit may be requested for more than one school and under one or more of the foregoing conditions on the same form. Each separate form must include the affidavit of the governing board members and the county superintendent before it can be approved by the State Superintendent of Public Instruction.

The original form (with the board members' affidavit) and two copies should be filed with the county superintendent of schools. If the county superintendent approves the request, he or she should execute the affidavit certifying that approval and forward all pages of the original and one copy of the form to:

Office of Principal Apportionment and Special Education
School Fiscal Services Division
California Department of Education
1430 N Street, Suite 3800
Sacramento, CA 95814

This form consists of five preprinted pages. Pages 1 and 5 (5C for charter schools) must accompany all submissions. Page 4 (Lost or Destroyed Attendance Records) will not need to be submitted by most districts. Multiple copies of Pages 2 and/or 3 may have to be submitted when claims are made on a school-by-school basis.

SCHOOL CLOSURE**Nature of Emergency (describe):**

All schools in Laytonville Unified School District were closed on December 9, 2013 due to extreme ice on all school campuses and broken and frozen water pipes. The school grounds, walkways, and driveways were covered with inches of thick ice. School sites were without running water due to broken and/or frozen water pipes.

Name of School(s):

Spy Rock School
Branscomb School
Laytonville Elementary School
Laytonville High School
Laytonville Continuation School

School Code(s):

23-73916-6109631
23-73916-6107866
23-73916-6025308
23-73916-2332260
23-73916-2330223

We request that apportionments be maintained and instructional time credited for the above named school(s) without regard to the fact that the school(s) were closed on:

December 9, 2013

because of the described emergency. Approval of this request authorizes the local educational agency to disregard these days in the computation of average daily attendance (ADA) (per Section 41422) and obtain credit for instructional time for the days and the instructional minutes that would have been regularly offered on those days pursuant to *Education Code* Section 46200, et seq.

If the school closure resulted from a power outage or impassable roads caused by inclement weather, state the number of school closure days for the same conditions in each of the last five years:

AFFIDAVIT OF GOVERNING BOARD MEMBERS

We, members constituting a majority of the governing board of the Laytonville Unified school district, hereby swear (or affirm) that the foregoing statements are true and are based on official district records.

<u>Calvin Harwood</u>	_____
<u>Shannon Ford</u>	_____
<u>Cecelia Gillespie</u>	_____
<u>Tina Tineo</u>	_____
<u>Meagen Hedley</u>	_____
_____	_____
_____	_____
_____	_____

Printed Names

Signatures

At least a majority of the members of the governing board shall execute this affidavit.

Subscribed and sworn (or affirmed) before me, this 16th day of January, 2014.

Signature, Title _____
of Mendocino County, California

Contact/Individual responsible for preparing this form:

Name: Joan Potter Title: Superintendent

Phone: (707) 984-6414 Fax : (707)984-8223 E-mail: jvpotter@mcn.org

AFFIDAVIT OF COUNTY SUPERINTENDENT OF SCHOOLS

The information and statements contained in the foregoing request are true and correct to the best of my knowledge and belief.

Signature, County Superintendent of Schools _____
Date: _____

Subscribed and sworn (or affirmed) before me, this ____ day of _____, 2____.

Signature, Title _____
of _____ County, California

Contact/Individual responsible for preparing this form:

Name: _____ Title: _____

Phone: _____ Fax : _____ E-mail: _____

BOARD DISCUSSION/ACTION ITEM L1

Board Meeting Date: January 16, 2014

Subject: Audit Certification: 2012-13 Financial Report and Audit

From: Joan Potter, Superintendent

Explanation:

EC 41020.3 requires the Governing Board to review and accept the prior year's Financial Report and Audit at a public meeting. The audit presents an examination of the district's books and operating procedures. The auditor's letter to the Board regarding internal control and compliance over financial reporting notes no reportable conditions considered to be material weaknesses and no instances of noncompliance to be reported under the Government Auditing Standards. However, the auditors did identify one deficiency in internal control over financial reporting that is considered to be a "significant deficiency." Deficiencies are less severe than a material weakness, but are important for us to address and pay attention to.

The auditor's findings included recommendations in regards to:

- Independent Study Accounting Procedures

This recommendation has been addressed.

Bette is again to be commended for her commitment to keeping our district in excellent standing.

Report highlights include:

<u>Assets & Expenses</u>		<u>Resource Allocation</u>	
District's Total Net Assets:	\$8,590,999	Curriculum & Inst.	59%
Overall Revenues:	\$4,999,024	Pupil services	10%
Expenses:	\$5,155,482	Administration	9%
		Maint. & Operations	9%
		Ancillary&Long-term debt	6%

General Obligation Bonds:

Total Gen. Bond Obligation: \$5,389,354.

Leases (Loans)

Zion Public Finance Serv's: issued 2003-04: \$600,000

Total Lease Purchase Obligations: Paid in full

Control Deficiencies: None.

Recommendation:

Approve the 2012-13 Financial Report & Audit.

Attachments:

Audit Report for 2012-13 & Audit Certification for 2012-13 Financial Report.

Laytonville Unified School District
January 16, 2014

BOARD DISCUSSION/ACTION ITEM L2

Board Meeting Date: January 16, 2014

Subject: Approval of Contract with Auditor

From: Joan Potter, Superintendent

Explanation:

We must approve a contract with an auditor for the next year. State legislation limits an auditor's services to a district to six consecutive years. We have been with Christy White Associates for 3 years. State law requires us to select an auditor or the County must appoint one.

Christy White Associates have been competent auditors for the past three years. I recommend that we continue using their services.

Recommendation:

Grant approval for the Superintendent to contract with Christy White for Auditing Services

Attachments:

Christy White Associates Contract Proposal

BOARD DISCUSSION/ACTION ITEM L3

Board Meeting Date: January 16, 2014

Subject: Approval of Revised Instructional Minutes for Laytonville High School

From: Joan Potter, Superintendent

Explanation:

In order to accommodate the increased number of students purchasing brunch at the high school, Mr. Henry and the LHS staff are proposing to adjust brunch and lunch times. The request is to lengthen brunch by 5 minutes and shorten lunch by 5 minutes.

There is no reduction in instructional minutes as a result of this proposal.

Recommendation:

Approve the Revised Instructional Minutes for Laytonville High School

Attachments:

Revised Instructional Minutes for Laytonville High School

Laytonville Unified School District
January 16, 2014

**Laytonville High School Minutes
Schedule 2013-14**

**Monday, Tuesday, Wednesday and
Thursday Schedule
3:30 Day**

1 st Period	8:10-9:01	51
min.		
Passing	9:01-9:06	5
2 nd Period	9:06-9:57	51
BREAK	9:57-10:07	10
Passing	10:07-10:12	5
3 rd Period	10:12-11:03	51
Passing	11:03-11:08	5
4 th Period	11:08-11:59	51
LUNCH	11:59-12:39	40
Passing	12:39-12:44	5
5 th Period	12:44-1:35	51
Passing	1:35-1:40	5
6 th Period	1:40-2:31	51
Passing	2:31-2:36	5
7 th Period	2:36-3:30	54
		<hr/>
		390

**Finals Schedule
2:30 Day**

Final	8:10-9:00	50
min		
Passing	9:00-9:05	5
Final	9:05-10:50	105
BREAK	10:50-10:55	5
Passing	10:55-11:00	5
Final	11:00-12:00	60
LUNCH	12:00-12:45	45
Passing	12:45-12:50	5
Final	12:50-2:30	100
		<hr/>
		330

**Friday/Minimum Day Schedule
1:45 Day**

1 st Period	8:10-8:47	37
min.		
Passing	8:47-8:52	5
2 nd Period	8:52-9:29	37
BREAK	9:29-9:37	8
Passing	9:37-9:42	5
3 rd Period	9:42-10:18	36
Passing	10:18-10:23	5
4 th Period	10:23-11:00	37
Passing	11:00-11:05	5
5 th Period	11:05-11:42	37
LUNCH	11:42-12:22	40
Passing	12:22-12:27	5
6 th Period	12:27-1:03	36
Passing	1:03-1:08	5
7 th Period	1:08-1:45	37
		<hr/>
		287

3:30 Days = 136	53,040 minutes
1:45 Days = 40	11,480 minutes
<u>2:30 Days = 4</u>	<u>1,320 minutes</u>
Total Days = 180	65,840 minutes

Total minutes required by Ed Code= 64,800
Excess minutes: 1,040

BOARD DISCUSSION/ACTION ITEM L4

Board Meeting Date: January 16, 2014
Subject: North County SARB Coordinator
From: Joan Potter, Superintendent

Explanation:

In 2009-2010 Willits, Laytonville and Round Valley formed the North County Consortium to address student truancy issues. The agreement to create a School Attendance Review Board (SARB) as one entity came as the result of funding from the Safe Schools/Healthy Students Initiative, a joint effort between the United States Departments of Education, Health and Human Services, and Justice. SSHS - BRONCO (Building Resiliency Opportunities for the North County), is the systems change program designed to link and connect communities with key entities that have common goals and values in order to align strategies and leverage control over outcomes.

The grant funding has ended, though the effective work that was achieved through the grant will continue. Laytonville Unified School District and Willits Unified School District believe that the SARB process is valuable and needs to be sustained. In order to sustain this process the districts are in need of a SARB coordinator (these tasks were previously handled by the BRONCO coordinator).

I am proposing to advertise for a short term SARB Coordinator position that would go from January through mid-May and would range from 15-20 hours per month. The costs of this position (approx. \$1,800.00) for the remainder of the 2013-2014 school year would be shared between Willits and Laytonville. If the position is something that both districts agree to support for the 2014-2015 school year, a job description will be brought forward and negotiations with CSEA will be conducted at a future date.

Recommendation:

Approve the hiring of a short term SARB Coordinator position.

Attachments:

None

Laytonville Unified School District
January 16, 2014